

## DEPARTMENT OF BENEFIT PAYMENTS



July 30, 1974

ALL-COUNTY LETTER NO. 74-146

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: DBP TASK FORCE - MODEL MODULAR COUNTY EDP SYSTEMS

REFERENCE: ALL-COUNTY LETTER NO. 74-132

Attached is a revised edition of the questionnaire transmitted by All-County Letter No. 74-132.

Discussion of the questionnaire at the regional conferences just completed has resulted in the deletion of duplicatory items and the clarification of many unclear items. In addition, many new items have been added in accordance with participating county requests.

In completing the questions, where you indicate "desirable" also indicate "under study," "under development," or "existing" where applicable. If desirable only is checked, the committee that compiles the responses will assume that you would like the feature but have nothing under development or existing. Please comment on any item you wish to qualify your answer, and add additional comments you feel appropriate.

Your replies should be sent to Jack Reagan, 744 P Street, Mail Station 17-10, Sacramento, CA 95814. Please reply by August 16, 1974. Jack can be reached at (916) 322-5574.

Sincerely,

WILLIAM J. KURTZ  
Deputy Director

Attachment

cc: CWDA

**OBSOLETE**

Superseded by

ACL # 77-15

Issued

3-17-77

DEPARTMENT OF BENEFIT PAYMENTS  
TASK FORCE ON  
MODEL MODULAR COUNTY EDP SYSTEMS

Revised County Questionnaire  
July 1974

County \_\_\_\_\_

County Contact Person \_\_\_\_\_

MODEL MODULAR COUNTY EDP SYSTEM  
COUNTY QUESTIONNAIRE  
FUNCTIONAL REQUIREMENTS

A. An automated Central Index Process is:

- "On line" capability is:

- Inquiry or update by name is:

Case Number is:

Social Security Number is:

Other is: (Specify)

X-index capability is: (Specify)

Not Needed	Desirable	Under Study	Under Development	Existing

B. An automated data collection method is:

A "real time" method is:

A "batch process" is:

A turn-around document is:


C. Do you machine edit your input data

☐ Yes

☐ No

D. An automated Eligibility Determination Process for:

- AFDC-FG is:

- AFDC-U is:

- AFDC-BHI is:

- OAS is:

- ATD is:


- AB is:
- APSB is:
- Food Stamp N/A is:
- Food Stamp Assistance Household is:
- Medi-Cal MNO is:
- MI is:
- General Relief is:
- Other program is: (Specify)

Not Needed	Desirable	Under Study	Under Development	Existing

E. An automated Budget Computation Process for:

- AFDC-FG is:
- AFDC-U is:
- AFDC-BIII is:
- OAS is:
- ATD is:
- AB is:
- APSB is:
- N/A Food Stamp net adjusted income computation is:
- A/H Food Stamp net adjusted income computation is:
- Automated Overpayment Adjustment is: (Computation and adjustment)
- MNO is:
- MI is:


- GR is:
- Homemaker/Chore Payment is:
- Automated Unequal Payments is:
- A table driven budget computation module is: (Encompasses rate changes)
- A machine generated notice of Intended action is:
- Other Program is: (Specify)

Not Needed	Desirable	Under Study	Under Development	Existing

Percentage of the individual budget process that is computerized (check applicable box(es)).

	<u>not computerized</u>	<u>up to 25%</u>	<u>25-50%</u>	<u>50-75%</u>	<u>75% and over</u>
<u>AFDC</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Food Stamp</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>MNO</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>MI</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>GR</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Other (Specify)</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

F. A Warrant OR ATP Writing Process for:

- AFDC-FG is:
- AFDC-U is:
- AFDC-BHI is:
- OAS is:


- ATD is:
- AB is:
- APSB is:
- N/A Food Stamp is: (ATP writing)
- A/II Food Stamp is: (ATP writing)
- Automated PAW is:
- Automated F/S Mail issuance is:
- Homemaker & Service Connected expense is:
- Computerized issuance amount determination is: (Food Stamps)
- Automated Vendor Payment is: (GR & Special AFDC)
- Automated Supplemental Payment is:
- A machine generated VR 7 is:
- Daily warrant printing is:
- Weekly warrant printing is:
- Monthly warrant printing is:
- Twice-monthly warrant printing is:
- Warrant reconciliation is:
- ATP reconciliation is:
- Other warrant printing is: (Specify)

- Summary Report of Assistance Expenditures  
Old Age Security, AG 800, is:
- Summary Report of Assistance Expenditures  
Aid to the Disabled DA 800, is:
- Summary Report of Assistance Expenditures  
Aid to the Blind, BL 800, is:
- Summary Report of Assistance Expenditures  
Aid to Potentially Self-Supporting Blind  
APSB 800, is:
- Summary Report of Assistance Expenditures  
BHI-AFDC Children in Boarding Homes and  
Institutions, CA 800 (BHI), is:
- Summary Report of Assistance Expenditures  
Aid to Families with Dependent Children,  
CA 800, is:
- Summary Report Aid for the Adoption of  
Children, AD 800A, is:
- Special Shelter Payments Summary Report,  
ABD 800 SSP, is:
- Summary Report of Special Circumstances,  
SC 800, is:
- Summary Report of Assistance Expenditures  
Home Valued at Greater than \$25,000,  
ABD 800, is:
- Attendant Care, Nonmedical Board and Care  
and Special Needs, ABD 800A, is:
- Others: (Specify)

[illegible]

-5-

Not Needed	Desirable	Under Study	Under Development	Existing
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H. An automated Services Certification Process in:

- AFDC-WIN is:
- CWEP is:
- Employables is:
- AFDC-Non-WIN is:
- CWS is: (Child welfare service)
- OAS is:
- AB is:
- ATD is:
- Other program is: (Specify)


I. An automated Services Reporting Process in:

- AFDC-WIN is:
- CWEP is:
- Employables is:
- AFDC-Non-WIN is:
- CWS is:
- OAS is:
- AB is:
- ATD is:
- Other program is: (Specify)




Not Needed	Desirable	Under Study	Under Development	Existing
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J. An automated Services Evaluation Process in: (Is goal achieved in planned time frame?)

- AFDC-WIN is:
- AFDC Non-WIN is:
- CWS is:
- OAS is:
- AB is:
- ATD is:
- Other program is: (Specify)


K. An automated Management Reporting Process is:

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L. An automated Quality Control Process is:

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M. Automated Accounts receivable process is:

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- Absent parent contributions collection and abatement is:
- Overpayment collection is:
- Other (Specify)


N. Functional priorities for your county:  
(Number each item below to indicate the  
priority of automation of a function in  
your county - mark N/A if the function  
need not be automated)

- Central Index Process
- Eligibility Determination
- Budget Computation
- Warrant Writing
- Aid Claiming
- Service Certification
- Service Reporting
- Service Evaluation
- Management Reporting
- Quality Control
- Accounts Receivable
- Other (Specify)

Not Needed	Desirable	Under Study	Under Development	Existing
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O. Attach a general description of programs  
utilized by your county which perform  
unique functions you feel may be of in-  
terest to the task force.

## INFORMATION REQUIREMENTS

Not Needed	Desirable	Under Study	Under Development	Existing
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- [illegible]

- Families with children receiving day care is:
- Reasons for denial is:
- Intake processing time is:
- SSI/SSP interface is:
- DFA 323 and 47 time study is:
- VP 20.59 accessions and separations is:  
(Report of welfare personnel)
- Special need expenditures is:
- Notice of Intended Action is:
- Eligibility Age Control of Children is: (16 through 20 and other ages)
- Elementary and Secondary Education Act is:
- Quality Control Data is:  
(Corrective Action Reporting)
- SSA number enumerations is:
- Veterans benefits referrals is:
- Others: (Specify)

Not Needed	Desirable	Under Study	Under Development	Existing

2. Automated WIN Program Information on:

- AFDC WIN savings is:
- Eligibility Determinations is:
- WIN 60-Day Counseling is:
- WIN Certification is:
- WIN Classification Status is:


Not Needed	Desirable	Under Study	Under Development	Existing
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- Child Care arrangements is:
- Expenditures, WIN, SCE, ETS, GR, AFDC is:
- Other: (Specify)


C. Automated General Relief Program Information on:

- Caseload and Expenditures is:
- Fraud Investigation is:
- GR Work Program is:
- Vendor Payment Reconciliation is:
- Caseload Characteristics is:
- Other (specify)


D. Automated Medi-Cal Eligibility Program Information on:

- Persons eligible for benefits by aid code is:
- Data Elements used in eligibility determination is:
- Cost of Medi-Cal program administration is:
- Caseload movement is:
- Administrative cost of MI program is:
- Liability computation is:
- PHP Enrollment Status is:
- Determination of category in MI is:


Not Needed	Desirable	Under Study	Under Development	Existing
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- Machine issuance of MC-177 is:
- Medi-Cal Notice of Action is:
- C.I.D. reporting is:
- Machine audit of MC 176 information is:
- Local computer issuance of card is:
- List eligibles and history for last year is:
- Benefits paid (by recipient)
- State recovery payments is: (over-payments, 3rd party liability)
- Fair Hearings is:
- Other (specify)


E. Automated Adult Systems Program  
Information on:

- Emergency loans is:
- Total certification Report is:  
(Out-of-home care and restaurant meals)
- Special circumstance payments is:
- Excess real property, by aged, blind, disabled is: (25,000 home)
- APSB client applications, verifications, computations is:
- Cuban Refugees and Repatriated Americans is:
- Applications and actions, with time index is: (Processing Time)


- Authorization or denials is:
- Staffing by function is:
- Caseload movement by program by assistance category is:
- Minimum income level monitoring is:  
(Staff time and case control)
- Fraud investigation is:
- Homemaker services eligibility is:
- Title XVI eligibility is:
- Program administration costs is:
- Homemaker and chore payments is:
- Fair Hearings is:
- Other is: (specify)

Not Needed	Desirable	Under Study	Under Development	Existing

F. Automated Food Stamp Program Information on:

- Issuance register is:
- Certification summary is:
- Participation summary is:
- Benefits (PA and NPA) is:
- Applications (PA and NPA) is:
- Recertification (PA and NPA) is:
- Coupon mail issuance and losses is:
- Reductions/terminations due to employment is: (FNS-285)
- Variable Purchase usage is:


Not Needed	Desirable	Under Study	Under Development	Existing
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- Claim determination and recoveries is:
- ATP transaction costs is:
- Fair hearing activity is:
- Refunds and retroactive adjustments is:
- Household transfer is: (FNS-286)
- Minimum Purchase Case Control is:
- 24-hour machine response to new issuance is:
- Recordings of hand emergency issuances is:  
(Specify frequency: \_\_\_\_\_)
- Automatic non-participation control and deletion is:
- Production of food stamp ID cards is:
- Source of Payment of purchase requirement is:
- Other (specify)


G. Automated Social Services Program  
Information on:

- Eligibility linkage to services program is:
- Basic client characteristics (age, sex, race, etc.) is:
- Service goals is:
- Barriers to goal achievement is:
- Types of services to attack barriers is:
- 512 Report is:
- Amount of workers time by case or type of service is:




Not Needed	Desirable	Under Study	Under Development	Existing
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- Method of service delivery is:
- Cost of purchased services, by case and by type of service is:
- Dates of case opening and closing is:
- Barriers status at service termination is:
- Service certification status is:
- Goal status at service termination is:
- Total funds expended by source is:
- Direct operated Day Care information is:
- Terminations of Services is:
- DFA Welfare Program - .1-.8 distribution is: (Administrative Claim)
- CA 291 Child Protective Services is:
- Non-aided/non-linked protective services is:
- Family planning Statistical Reporting is:
- Adoptions (non-confidential information) is:
- Home Finding - (Adoptive and Foster Home) is:
- Licensing is:
- Out-of-Home Care (Service Delivery) is:
- Services Resources is:
- Other (Specify)

[illegible]



